

BEAVERTON POLICE DEPARTMENT

GENERAL ORDER

NUMBER: 7.07.00
SUBJECT: TAKE-HOME VEHICLES
EFFECTIVE: MARCH 21, 2003
REVIEW: MARCH 2005

1. PURPOSE. The purpose of this policy is to address the scope under which city-owned police vehicles can be used as transportation to and from the workplace.
2. POLICY. Due to the span of responsibilities of specific positions within the agency, the Chief of Police may assign a city-owned vehicle to an employee on a 24-hour basis. Assignment of vehicles will be considered as it benefits the agency, when:
 - A. The employee is likely to be called out from their place of residence on a routine basis to respond to emergency situations.
 - B. The employee routinely attends meetings/functions outside of normal business hours to which department representation is needed/requested.
 - C. The employee routinely transports his/her canine partner to and from work.

Circumstances must be such that reporting to the police station to check out a vehicle would be counterproductive to job responsibilities. Employees assigned vehicles shall comply with Oregon Revised Statutes pertaining to the operation of emergency vehicles, and with all laws and department policies pertaining to the routine, emergency, and pursuit operation of official vehicles. Employees assigned vehicles are required to notify their immediate supervisor of any change in their place of residence.

3. AUTHORIZATION. The Chief of Police will make all vehicle assignments.
4. STIPULATION. Take-home vehicles will not be assigned to employees that reside more than 20 miles (rounded to the nearest mile) beyond Beaverton's city limits. Those individuals living beyond the 20-mile radius who were assigned a take-home vehicle prior to December 1, 1999, the original effective date of this General Order, may continue to utilize their assigned vehicle. If such an individual changes assignment or moves residence, this exception is terminated.

5. REVIEW. The Chief of Police will review vehicle assignments yearly for purposes of determining whether such assignments are necessary. Changes in an employee's position and/or place of residence will prompt an immediate review of such a vehicle assignment.

Chief of Police

Date